



AGR VACANCY ANNOUNCEMENT



**HUMAN RESOURCE/AGR OFFICE
NEW MEXICO NATIONAL GUARD
47 BATAAN BOULEVARD
SANTA FE, NM 87508**

**ANNOUNCEMENT NUMBER:
M-04-1001**

**OPENING DATE:
9 JAN 2004**

**CLOSING DATE:
10 FEB 2004**

**POSITION DESCRIPTION:
TRAINING NCO
(92A30)**

Minimum score of 95 in area ST

GRADE:
Maximum: E-6
Minimum: E-5

OPEN FOR FILL:

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STATE

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NATIONWIDE

UNIT OF ACTIVITY:

642ND Maintenance Co
Las Cruces, New Mexico 88005

TYPE OF POSITION

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NMANG

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NMARNG

MILITARY ASSIGNMENT:

Same as Unit of Activity, NMARNG

EVALUATION FACTORS USED:

Interview, review of individual applications and board selection.

AREA OF CONSIDERATION: Open to all members of the New Mexico Army National Guard or members of the Armed Forces eligible to become members of the New Mexico Army National Guard. Applicants will be administered and must pass an **APFT** as part of the consideration process. Individual selected for this position must reside in the Las Cruces, New Mexico area.

MOS QUALIFICATION REQUIREMENTS: Applicants must be qualified or have the ability to become qualified within 1-year of initial assignment per NGR (AR) 600-5.

ELIGIBILITY: Anyone may apply for this position. If not currently in an AGR status, to qualify for appointment, individuals **MUST MEET ALL** initial eligibility requirements of AR 135-18 and NGR 600-5.

- Must be or become a member of the NMARNG prior to entering the AGR program.
- Must be able to complete a 3-year initial tour of AD or FTNGD prior to completing 18 years of AS or the date of mandatory removal from an active status based on age, or service (without any extensions), under any provisions of law or regulation, as prescribed by current directives.
- Must meet medical standards prescribed in Chapter 3 of AR 40-501. Physical must be accomplished at an active duty medical treatment facility or an ARNG medical unit, if current physical is older than 24 months. Must meet physical standards prescribed in AR 600-9. Normal color vision.
- Must have sufficient time remaining on current enlistment to complete an initial three (3) year tour.
- Must not be receiving or eligible to receive Federal Retirement annuity or Military Retired Pay.
- Must not be a candidate for or holding an elected Civil Office or engaged in partisan political activities.
- Must not be under a current Suspension of Favorable Personnel Action (FLAGG).
- Must not have resigned from the AGR program or other military service in lieu of adverse action.
- Must not have been separated from the AGR program or other military service for cause, unsuitable or unfitness.
- Individuals who were not selected for continuation in the AGR program are ineligible for selection.
- Must have or be able to obtain a secret security clearance.
- Must be able to pass a background investigation
- Must have a physical profile of 222221 or better.
- Must have a minimum ST score of 95.

HOW TO APPLY (ARMY): Submit the following as a minimum.

NOTE: DO NOT submit your application in binders or document protectors.

- a. Official DA Photo
- b. Signed NGB Form 34-1; Application for Active Guard Reserve Position.
- c. DA Form 2-1
- d. Copy of latest weigh-in (within six (6) months).
- e. Last five (5) NCOER or OER (whichever is applicable).
- f. DA Form 705 (within one (1) year).
- g. DD Form(s) 214 and NGB Form(s) 23 (all periods of active duty)
- h. Copy of current driver's license.
- i. Copy of current physical.

NOTE: You may include other supporting documentation or letters of recommendation.

ACCEPTANCE TIMELINE: Applications **MUST** be received in our office NLT 1600 hours on the Closing Date of the Announcement. We will date-stamp applications the same day of receipt.

NOTE: Applications cannot be sent via U.S. mail at government expense. Faxed applications will not be accepted.

EQUAL EMPLOYMENT OPPORTUNITY: HRO will screen applications without regard to race national origin, lawful affiliations, martial status, membership/non-membership in an employee organization, or to any handicap, which does not interfere with accomplishment of the position requirements.

DESCRIPTION OF DUTIES AND RESPONSIBILITIES:

1. Serves as the supply operations authority for units and activities. Performs onsite reviews to determine the adequacy and effectiveness of accountability of subsistence, ammunition, negotiable media, medical supplies, petroleum, oil, and lubricants (POL), repair parts, and property book items.
2. Provides assistance and guidance on property book/component accountability, storage/security management, and maintenance of supply records. Compiles report of findings and briefs supervisors, managers, and other officials.
3. Prepares and organizes material and conducts classroom and on-the-job training to expand the knowledge and working skills of personnel. Assesses and facilitates implementation of supply directives to promoted adherence to standard methods, conformity in procedures, proper use of facilities, equipment, and personnel.
4. Schedules and inputs personnel for appropriate NCOES and MOS qualification schools utilizing the Army Training Requirements and Resource System (ATRRS).
5. Request orders for appropriate schools and unit functions utilizing AFCOS.
6. Develops Training Schedules from the YTC (Yearly Training Calendar) for the unit and the detachment.
7. Individual is required to be familiar with MTP Manuals.

NOTE: INCOMPLETE PACKETS WILL NOT BE CONSIDERED

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